

From: [Christian, Doretha](#)
To: [Sonntag, Patricia](#); [Mueller, Brian](#)
Cc: [Chambers, Carlene](#)
Subject: RE: Special Account Code for Falcon Refinery
Date: Friday, February 14, 2014 4:07:13 PM

Brian,

I talked to Carlene today and discussed the remaining balance (\$75k) in the account as well as future work and funding needs. We propose the following for the 06MC account:

- 1) Continue to have staff make payroll adjustments from TR2 to TR2B to correct the negative balance of -\$11k (Patti, can you run a current report to show pay period/hours/dollars and we can figure out which one to correct to meet this amount?) I don't think we will have to have all of the ones requested as shown in the latest report you sent out.
- 2) Obligate \$50k of the remaining balance on extramural contracts - 06MC00 TR2B (Brian, when you complete the paperwork, I think Carlene can take care of this)
- 3) Remaining amount of \$25k will be used for intramural payroll/travel - 06MC00 TR2B
- 4) Watch the balance in the account and at a certain time when the balance is getting really low, instruct staff to begin charging to T

Let's confirm all of the above and discuss on Tuesday; but for now I think this is a workable plan and any other extramural funding will come from pipeline.

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From: Sonntag, Patricia
Sent: Monday, February 03, 2014 10:29 AM
To: Mueller, Brian
Cc: Christian, Doretha
Subject: RE: Special Account Code for Falcon Refinery

Brian,

Pls coordinate w/Doretha to see if you need to have staff charge this special account to T, and if so, what project code to use (i.e. 06MCxx00)? If staff will need to amend PP+, pls let me know dollar amount of amendments needed.

Thanks,



9597600

Patricia Sonntag
6SF, Program Analyst
214-665-2213

From: Mueller, Brian
Sent: Monday, February 03, 2014 9:13 AM
To: Sonntag, Patricia
Cc: Christian, Doretha
Subject: Special Account Code for Falcon Refinery

Patti

Can you please send me the correct code to share with the Falcon Refinery Team. The special accounts (TR2 and TR2B) for the site are very low and I need to conserve/use the remaining funds for travel to the site and fund the ongoing RI report. I may also need for Team members to go back and amend their People Plus from (TR2 and TR2B) to T.

Thanks

Brian W Mueller RPM
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